

## Steps To Use The EZ Fee Calculation

1. From the Services Home page, click the **EZ Fee Calculation** link.

### Step 1: Select Type of Calculation

2. Answer the question, “**Would you like to determine the fees for the vehicle being purchased?**”
  - The question **automatically defaults** to the “**No**” option
  - Click the “**Yes**” button to proceed with figuring fees
3. Answer the question, “**Would you like to determine your plate credit?**”
  - The question **automatically defaults** to the “**No**” option
  - Click the “**Yes**” button to determine the credit available on the plate being applied
4. Click the “**Continue**” button to proceed.

### Step 2: Enter Information to Calculate Fees

5. Type in the **Vehicle Identification Number (VIN)** in the VIN field. The VIN can be found on the title and/or registration.
6. Click the “**Continue**” button to proceed.

**Note:** Click the “What if I don’t know or wish to use the VIN? link to skip entering a Vehicle Identification Number (VIN).

### Step 2b: Enter Information For Vehicle Being Purchased

7. The **VIN** will automatically display from the previous screen.
8. The **Factory List Price** will automatically populate. This information is taken directly from the vehicle record stored on the MVD database.

If this information does not display or needs to be changed, highlight the field and **type in the correct amount** (do not use dollar signs or include cents, commas or decimals).

## Step 2b: Enter Information For Vehicle Being Purchased - Continued

9. The **Month/Year First Registered (MM/YYYY)** will automatically populate. This information is taken directly from the vehicle record stored on the MVD database.

If this information does not display or needs to be changed, highlight the field and **type in the correct information**. Use the following formula:

- The first box represents the **month** first registered. The month is calculated **one month forward** from the date of sale
- The second box represents the **year** first registered. The year would be the year of the vehicle.

**Example:** The vehicle was purchased **April** 20, 2005. The vehicle being purchased is off of an Arizona title and is a **2002** Ford Explorer. The expiration date is Dec. 2005. Using the formula above, the correct way to type in the information would be **05 / 2002**.

10. The **Registration Effective Date (MM/YYYY)** is calculated using the following formula:

- The first box represents the **month**. The month is calculated **one month forward** from the date of sale
- The second box represents the **year**. The year would be the year we are in or the year the vehicle was bought.

**Example:** Same scenario as above - The vehicle was purchased **April 20, 2005**. The vehicle being purchased is off of an Arizona title and is a 2002 Ford Explorer. The expiration date is Dec. 2005. Using the formula above, the correct way to type in the information would be **05 / 2005**.

## Step 2b: Enter Information For Vehicle Being Purchased - Continued

11. The **Registration Expiration Date (MM/YYYY)** will automatically populate. This is the month and year the registration expires. This information is taken directly from the vehicle record stored on the MVD database.

If the vehicle being purchased is from an **Arizona Title**:

- The **month will stay the same**. DO NOT change the month that automatically populated.
- The **year** will go forward either one or two years depending on if the vehicle qualifies **i.e.** emissions, funds, etc.

If the vehicle being purchased is from either a **Manufactured Certificate of Origin (MCO) or Out-of-state Title**:

- The **month** is calculated the **same month** from the date of sale
- The **year** is calculated forward either one or two years depending on if the vehicle qualifies **i.e.** emissions, funds, etc.

**Example:** Same scenario as the prior page - The vehicle was purchased April 20, 2005. The vehicle being purchased is off of an Arizona title and is a 2002 Ford Explorer. The expiration date is **December 2005**. The correct way to type in the information would be **12 / 2005 or 2006**.

12. **Skip forward to page 6 #26**, if the vehicle is **NOT**

- Commercial
- Qualifies for an exemption, or
- Qualifies for a reduction in fees

Below are fields used to calculate commercial vehicles, vehicle/person which qualifies for either an exemption or reduction in fees.

13. Type in the **Gross Vehicle Weight (GVW)**, in the space provided, of the vehicle being purchased. This weight is determined by the customer and is calculated by the weight of the vehicle or trailer **plus** the vehicle's or trailer's load.

14. Click the **"Yes"** option, if the vehicle **qualifies** for a **Motor Carrier Reduced fee**. An owner who uses their vehicle for certain types of operation may qualify for a reduction of Motor Carrier Fees (MCF). This fee will allow the customer a 30% reduction. Vehicles that qualify are:
- One-Way Haul
  - Route Trucks, and
  - Agricultural Product

## Step 2b: Enter Information For Vehicle Being Purchased - Continued

15. Click the “**Yes**” option, if the vehicle qualifies for a **Motor Carrier Exemption**.

This exemption applies to:

- A school bus
- A motor vehicle used in the production of:
  - a. Motion pictures, including films to be shown in theaters and on television
  - b. Industrial, training, and educational films
  - c. Commercials for television
  - d. Video discs

14. Click the “**Yes**” option, if the vehicle qualifies as a **Vehicle For Hire** reduction. An owner who uses their vehicle to transport for hire persons, freight or property will qualify for a 30% reduction in Motor Carrier Fees (MCF).

15. Click the “**Yes**” option, if the vehicle qualifies as a **Farm Vehicle**. A Farm vehicle must meet **all** of the following requirements to qualify for a 50% reduction in Weight Fees (WGT):
- Used for commercial farming or commercial stock raising
  - Controlled and operated by the farm vehicle owner, the owner’s family, or an employee
  - Used to transport agricultural products, machinery, or supplies to or from a commercial farming or a commercial stock raising operation
  - Is not used in the operations of a common or contract motor carrier (for hire)
  - Is not exempt from registration (implements of husbandry)

16. Click the “**Yes**” option, if the vehicle qualifies for **Alternative Fuel**. An Alternative Fuel vehicle is defined as any fuel, other than gas or diesel, determined and certified by the Environment Protection Agency (EPA).

## Step 2b: Enter Information For Vehicle Being Purchased - Continued

### Permanent Trailers

17. Click the “**Yes**” option, if the customer is titling and/or registering a Permanent (Perm) trailer Registration. Permanent registration means the fees are paid once as long as use and ownership remain the same.

There are two types of trailers qualified to register as Permanent, click the drop down arrow to select one of the following:

- Category **F** – a trailer not being used in a business with a declared GVW **under 5999 lbs**
  - Category **G** – a trailer being used in a business with a declared GVW **over 10,001 lbs**
18. Click the one that applies to the trailer being titled and/or registered:
- The “**New**” button to title and/or register a brand new trailer (MCO or homemade), or
  - The “**Used**” button to title and/or register a trailer which is not of the current year **i.e. 2003**
19. Type the **Model Year**, in the space provided, of the trailer being titled and/or registered in Arizona.
20. Click the “**Yes**” option, if the trailer qualifies as a **Non-Permanent Trailer**. There are two types of trailers qualified to register as Non-Permanent registrations. They are as follows:
- A **non-commercial** trailer with a declared GVW of **6,000 to 10,000 lbs**
  - A **commercial** trailer with a declared GVW of **0 to 10,000 lbs**

## Step 2b: Enter Information For Vehicle Being Purchased – Continued

### Exemptions

21. Click the drop down arrow, to **select** the **exemption**, which applies to the customer titling and/or registering the vehicle. The exemptions are as follows:
- **Non-Government Emergency Vehicle** – An emergency vehicle that is used solely for firefighting or rescue services
  - **Tribal Member** – Individuals defined as Native American, enrolled as a member of a recognized tribe and residing on a reservation
  - **Vets 100** – Is a disabled veteran with a service connected disability
  - **Church** – A church which is qualified by the County Assessor's office
  - **Non-Resident Military** – Is an individual stationed in Arizona but declares residency in a different state.
  - **Non-Profit** – Is an organization that is not conducted or maintained for the purpose of making a profit
  - **Non-Profit School** – Is a school that is not conducted or maintained for the purpose of making a profit
  - **Public Health** – A vehicle owned by a nonresident military member or officer of Public Health Services
  - **Social Security** – An individual who qualifies for Social Security benefits because of a disability or illness. Must have a letter from the Social Security Department
  - **Leased School Bus** – A privately owned bus leased to a school district
  - **V.A. Grant** – Is a veteran who receives financial aid from the Veterans Administration
22. Type in the **Number of Owners**, in the space provided, who will appear on the new title and registration.
23. Type in the **Number of Owners Eligible for Exemption**, in the space provided, who qualify for one of the above exemptions.
26. Click the **“Continue”** button to proceed.

If a plate credit is being applied and the “Yes” button in Step 1 was selected, Step 3, below will appear.

If no plate credit is being applied, skip forward to Step 4.

### Step 3: Enter Information to Calculate Credit

27. Under the Plate Credit Information section, type in the **Plate Number**, in the space provided, of the credit plate being applied.

28. **Credit Eff Date (MM/YYYY)** is calculated using the following formula:

- The first box represents the **month**. The month is calculated **one month forward** from the date the credit plate is being applied
- The second box represents the **year**. The year would be the year we are in.

**Example:** The customer is applying their plate credit **April 20, 2005**. The correct way to type in the information would be **05 / 2005**.

29. Type in **Customer/Driver License Number**, in the space provided. This number can be found on the customer’s driver license.

30. Click the “**Continue**” button to proceed.

**Note:** Click the “Clear Form” button to clear all fields to start the calculation again.

### Step 4: View Fees/Credit

31. The Vehicle License Tax (VLT) and Registration Fees (REG) will display. However, this is **not all of the fees charged** on a title and registration transfer. Go to **page 8** for a **complete list of basic fees** charged on a vehicle transfer. Including fees for commercial vehicles, exemptions, trailers, reduction in fees, etc.

32. Click the “**Continue**” button to proceed.

**Note:** There are three other options available:

- Click the “**Print**” button to print a copy of the vehicle fees
- Click the “**Go Back**” button to return to the prior page to change any information
- Click the “**Calculate Another**” button to return to Step 1 to start this process all over for a different vehicle

33. A “Thank You” page will appear. Scroll down and click the **Back to Home Page** link to return to the EZ Financial Institution Services Home page.

## Basic Title And Registration Fees

Basic Fees are charged when titling and/or registering a vehicle/trailer. These fees are in addition too the VLT and REG fees that populated when using the EZ Fee Calc service. Depending on what type of vehicle/trailer and it's usage, there will be additional fees that MUST be charged on each transaction submitted to MVD. Below is a complete list of these Fees. **Read each Fee carefully.**

### Vehicle License Tax (VLT)

- This fee varies based on the factory list price and the year of the vehicle. It depreciates 16.25% with every consecutive renewal
- Fees are prorated on Arizona title transfers from the date of sale to the vehicle's expiration date
- The minimum amount of VLT charged is \$10.00 per year
- Perm Trailers - GVW under 5,999 lbs.  
\$105.00 Initial fee (1st time in Arizona) or Status change  
\$ 70.00 If the trailer has been registered in Arizona before as a non-perm trailer
- Perm Trailers - GVW over 10,000 lbs.  
\$555.00 Initial transaction fee for an MCO or homemade trailer (considered brand new 1st time titled or registered)  
\$355.00 For the first 5 model years and newer (current year minus 4)  
\$100.00 For model years over 5 years old
- The minimum amount of VLT on an Alternative Fuel Vehicle is \$5.00 per year

### Registration Fee (REG)

- Vehicles/Trailers (Travel/Tent and commercial trailers only)  
\$8.00
- Perm Trailers - GVW under 5,999 lbs.  
\$20.00 Initial fee (1st time in Arizona) or Status change  
\$ 5.00 If the trailer has been registered in Arizona before as a non-perm trailer
- Perm Trailers - GVW over 10,000 lbs.  
\$245.00 Initial transaction fee for an MCO or homemade trailer (considered brand new 1st time titled or registered)  
\$145.00 For the first 5 model years and newer (current year minus 4)  
\$ 95.00 For model years over 5 years old
- Motorcycles  
\$9.00
- Mopeds  
\$5.00



## Basic Title And Registration Fees - Continued

### Air Quality Compliance Fee (AQCF)

- Charged on **all motorized vehicles** in a non-attainment area (Maricopa, Pinal and parts of Yavapai counties) or those vehicles that commute into a non-attainment area
- The fee charged is \$0.25(25 cents) per registration cycle (annual or biennial)

### Air Quality Fee (AQF)

- Charged on all motorized vehicles, except electric vehicles
- The fee charged for a **one year registration cycle** is \$1.50
- The fee charged for a **two year registration cycle** is \$3.00

### Emissions (EIF)

- If a vehicle is 5 years old or newer (current year minus 4) a fee can be charged in - lieu of obtaining an emissions certificate from an emissions station.
- In-Lieu fees  
\$12.50 For a **one year** emissions fee in area A (**Maricopa, Yavapai & Pinal counties**)  
\$25.00 For a **two year** emissions fee in area A (**Maricopa, Yavapai & Pinal counties**)  
\$ 9.00 For a **one year** emissions fee in area B (**Pima county**)  
\$18.00 For a **two year** emissions fee in area B (**Pima county**)

### Transfer Fee (TRN)

- Special Plate transfer  
\$12.00 To transfer a special plate from one vehicle to another
- Perm Trailer - GVW under 5,999  
\$12.00 To transfer a trailer to a new purchaser

### Title Fee (TTL)

- Vehicles and Trailers  
\$4.00 For a new title in the new owners name
- Mobile Home  
\$7.00 For a new title in the new owners name for **each section**

## Basic Title And Registration Fees – Continued

### Postage (PST)

- \$0.37 (37 cents) For the registration renewal notice to be mailed to the owner
- \$2.40 For two special plates or a shelf plate that has two plates that are mailed to the owner
- \$1.50 For one trailer plate or shelf plate that is mailed to the owner
- \$1.00 For a motorcycle, ATC/ATV or Moped plate to be mailed to the owner

### Penalty (PEN)

- After the allotted **15 business days to transfer the title** expires, **or**
- After the expiration of a Restricted Use 3-Day Permit, a 30-Day General Use permit, a 90-Day Resident Registration that was issued due to a delay in the processing of title paperwork, **or** after the expiration of a Temporary Registration Plate (TRP) issued by a dealer (use the TRP 45 day Expiration Date Calendar, located at the end of the chapter, to determine when a TRP will expire).
- If the transfer is completed before the expiration of the permit/plate, no penalty fees will be assessed.
- If the transfer is completed after the expiration of the permit/plate, penalty fees will be assessed from the date of sale beginning when the allotted 15 business days to transfer the title has expired.
- Penalties accrue \$8.00 the first month late and \$4.00 each month thereafter. A maximum of \$100 can be charged.

A user of the ServiceArizona system can always call a Motor Vehicle Division office to ask for assistance in figuring fees.